

UNIVERSITY OF TORONTO  
THE GOVERNING COUNCIL  
**REPORT NUMBER 414 OF**  
**THE EXECUTIVE COMMITTEE**

**Monday, May 12, 2008**

To the Governing Council,  
University of Toronto.

Your Committee reports that it held a meeting on Monday, May 12, 2008 at 5:00 p.m. in the Boardroom, Simcoe Hall, with the following members present:

Mr. John F. (Jack) Petch (In the Chair)  
Dr. Alice Dong, Vice-Chair  
The Honourable William G. Davis  
Ms Susan Eng  
Dr. Shari Graham Fell  
Mr. Timothy Reid  
Professor Arthur S. Ripstein  
Mr. Robert S. Weiss

**Non-Voting Member:**

Mr. Louis R. Charpentier

**Secretariat:**

Mr. Henry Mulhall, Secretary  
Mr. Matthew Lafond

**Regrets:**

Ms Diana A.R. Alli  
Miss Saswati Deb  
Professor William Gough  
Professor Ellen Hodnett  
Professor David Naylor, President  
Ms Estefania Toledo

**In Attendance:**

Professor Vivek Goel, Acting President, Vice-President and Provost, and Member of the Governing Council  
Professor Michael R. Marrus, Chair, Academic Board and Member of the Governing Council  
Mr. Richard Nunn, Chair, Business Board and Member of the Governing Council  
Ms Catherine Riggall, Vice-President, Business Affairs

**1. Report of the Previous Meeting**

Report Number 413 (March 31, 2008) of the Executive Committee was approved.

**2. Business Arising from the Report of the Previous Meeting**

There was no business arising from the report of the previous meeting.

**3. Minutes of the Governing Council Meeting of April 10, 2008**

Members received for information the Minutes of the Governing Council meeting held on April 10, 2008.

**4. Business Arising from the Minutes of the Governing Council Meeting**

There was no business arising from the minutes of the Governing Council meeting.

**5. Report of the President**

The Acting President reported on behalf of the President.

**(a) Dalla Lana School of Public Health**

Professor Goel updated members on the establishment of the Dalla Lana School of Public Health. The creation of the School, the appointment of Professor Jack Mandel as its inaugural Director, and the School's naming in recognition of a \$20 million gift from Mr. Paul Dalla Lana, had all been announced publically at an event on April 30, 2008. The details of the gift and the naming proposal had been finalized on short notice following official approval of the establishment of the School by Governing Council at its meeting on April 10, 2008. The Acting President thanked Governors for having expedited the approval of the naming of the School in time for the public announcement on April 30, 2008. The new School would incorporate the existing Department of Public Health Sciences, and marked a tremendous step forward for the University, the City of Toronto, and the Province.

**(b) Relations with Chinese Universities**

The President had made a brief but very positive visit to China from May 3-5, 2008. He had joined presidents of major universities from China, Japan, Australia, Scotland, Korea and Russia for events in celebration of Peking University's 110<sup>th</sup> anniversary. These had included presentations and a lively roundtable discussion of the role of universities in sustainable development. He had met with the President and Vice-Presidents of Peking University, and was pleased to report that the University's relations with Chinese institutions continued to develop and to result in very positive collaborative initiatives.

**(c) Towards 2030 Exercise**

The *Towards 2030* strategic planning initiative had entered its third phase. The President had received the Task Forces' Final Reports and was drafting a final synthesis document which he hoped to share with the Committee before the end of the governance year.

The Committee moved *in camera* and was briefed by the Vice-President, Business Affairs on a proposed real estate transaction.

The Committee returned to closed session.

**6. Items for Endorsement and Forwarding to the Governing Council**

- (a) **Faculty of Arts and Science: Dunlap Institute for Astronomy and Astrophysics Extra-Departmental Unit B (EDU:B)**  
*(Arising from Report Number 156 of the Academic Board [April 24, 2008]- Item 5)*

Professor Marrus reported that this was a proposal for the establishment of an Institute that would achieve a leadership position in research, teaching, advanced training, and public outreach in the field of astronomy and astrophysics. Once the sale of the Dunlap lands had been completed, the proceeds would be deposited in an endowment to support the Institute. As an Extra-Departmental Unit B (EDU:B), the Dunlap Institute would have a critical mass of interdisciplinary activities to allow it to admit students to a program and to have cross-appointed faculty.

On motion duly moved and seconded,

YOUR COMMITTEE ENDORSED AND FORWARDED to the Governing Council for consideration the recommendation

THAT the Dunlap Institute for Astronomy and Astrophysics be established as an Extra-Departmental Unit B (EDU:B) within the Faculty of Arts and Science, effective immediately.

Documentation is attached to Report Number 156 of the Academic Board as [Appendix “A”](#).

- (b) **Faculty of Arts and Science: School of International Studies Extra-Departmental Unit B (EDU:B)**  
*(Arising from Report Number 156 of the Academic Board [April 24, 2008]- Item 6)*

The Academic Board had been informed that this was a proposal for the creation of a School of International Studies within the Faculty of Arts and Science that would cut across departments, faculties, and campuses, and build upon the extraordinary strengths of the Munk Centre. Though it housed many academic programs, the Munk Centre was not an academic unit of the University. Following extensive consultation, it had been decided that the most appropriate academic unit within which to locate those programs would be the proposed School. It would be supported through existing financial commitments to the Munk Centre, as well as \$25 million of funding that had recently been received from the Province. Revenues and costs would be part of the budget of the Faculty of Arts and Science. Questions from Board members had been answered thoroughly by the Director of the Munk Centre, and the Board had overwhelmingly supported the establishment of the School.

In answer to a question, Professor Goel briefly explained the differences between the various types of extra-departmental units. An Extra-Departmental Unit A (EDU:A) was the highest level unit, and was essentially like a department in that it could make primary faculty appointments, but was multi-disciplinary in nature. An EDU:B had its own budget and could offer academic programs, but could only cross-appoint faculty members whose primary appointment was in a department or EDU:A. An EDU:C could offer courses, while an EDU:D resembled a collection of investigators. The establishment of an EDU:A or EDU:B required central governance approval, while an EDU:C or EDU:D could be established by approval at the faculty level.

**6. Items for Endorsement and Forwarding to the Governing Council (cont'd)****(b) Faculty of Arts and Science: School of International Studies Extra-Departmental Unit B (EDU:B) (cont'd)**

On motion duly moved and seconded,

YOUR COMMITTEE ENDORSED AND FORWARDED to the Governing Council for consideration the recommendation

THAT the School of International Studies be established as an Extra-Departmental Unit B (EDU:B) within the Faculty of Arts and Science, effective July 1, 2008.

Documentation is attached to Report Number 156 of the Academic Board as [Appendix “B”](#).

**(c) Business Board Terms of Reference: Revisions**

*[Arising from Report Number 166 of the Business Board [April 28, 2008]- Item 4(a)]*

Mr. Nunn reported that the Business Board had considered the relationship between the University and the University of Toronto Asset Management Corporation (UTAM) during two of its recent meetings. The proposal to revise the Board's terms of reference would enable the establishment of a very simple relationship. The Business Board, acting for the Governing Council, would approve appropriate investment return targets and risk tolerances for the funds under UTAM's management. It would then monitor their achievement. On that basis, the management of the funds would be left to the UTAM management and staff, overseen by the expert UTAM Board which was nominated by the Executive Committee on the recommendation of the President.

On motion duly moved and seconded,

YOUR COMMITTEE ENDORSED AND FORWARDED to the Governing Council for consideration the recommendation

THAT the proposed, revised section 5.1 of the Business Board Terms of Reference, “Financial Policy and Transactions,” a copy of which is included in the attachment to Richard Nunn's memorandum to the Business Board dated April 8, 2008, be approved.

Documentation is attached to Report Number 166 of the Academic Board as [Appendix “A”](#).

The Committee moved *in camera* to discuss a pension plan matter.

The Committee returned to closed session.

**7. Governing Council and Executive Committee Meeting Dates, 2008-09**

The Vice-Chair reminded members that *By-law Number 2* required that at least five regular meetings of the Governing Council be held during each academic year. The dates and times of such meetings were to be determined annually in advance by the Executive Committee not later than June 30<sup>th</sup> preceding the period of those meetings. The Executive Committee could cancel at most one of the regular meetings of the Governing Council in each academic year, for lack of sufficient business.

A member noted that there was little consistency in terms of the days of the week on which Governing Council and Executive Committee meetings were scheduled, and that this would be an inconvenience for those who had to shift their existing commitments to accommodate

**7. Governing Council and Executive Committee Meeting Dates, 2008-09 (cont'd)**

meeting dates. The Secretary acknowledged that the schedule was not ideal in this regard, and that it had been a particular challenge to find meeting dates for the upcoming year that did not conflict with previous institutional commitments of individuals whose attendance at the meetings of the Executive Committee and Governing Council was essential.

On motion duly moved and seconded,

YOUR COMMITTEE APPROVED

The 2008-2009 meeting dates for the Governing Council and Executive Committee, as set out in the memorandum from the Secretary of the Governing Council dated May 5, 2008.

<b>Cycle</b>	<b>Executive Committee</b> <b>Usual time: 5:00 – 7:00 p.m.</b> <b>Location: Board Room</b>	<b>Governing Council</b> <b>Usual time: 4:30 – 6:30 p.m.</b> <b>Location: Council Chamber</b>
Orientation		Tuesday, September 9, 2008, 10:00 a.m. – 1:00 p.m.
Cycle 1	Thursday, October 9, 2008	Thursday, October 23, 2008
Cycle 2	Monday, November 24, 2008	Wednesday, December 10, 2008
Cycle 3	Thursday, January 15, 2009	Monday, January 26, 2009
Cycle 4	Thursday, February 12, 2009, 12:00-2:00 p.m.	Wednesday, March 4, 2009
Cycle 5	Monday, April 6, 2009	Thursday, April 16, 2009
Cycle 6	Monday, May 11, 2009	Wednesday, May 20, 2009 (at UTM)
Cycle 7	Monday, June 15, 2009 Tuesday, June 23, 2009, 3:00 – 4:00 p.m.	Tuesday, June 23, 2009 at 4:00 p.m.

**8. Annual Report of the Freedom of Information and Protection of Privacy Office**

The Secretary noted that the Executive Committee had oversight responsibility for issues of access and privacy. This was the second annual report of the Freedom of Information and Protection of Privacy (FIPP) Office since its establishment in June 2006. It outlined the Office's activities during 2007, and described the ongoing consolidation and refinement of access and privacy practice and process. The Office was now well established, and had developed excellent relationships across the University through outreach efforts and by engaging the divisions in its work. The statistical report that had been distributed indicated that the Office had also established processes that allowed it to be very responsive to requests for disclosure of information. Given that the Office was now well established, and that much of its work was routine in nature, it would not be necessary for future FIPP Office annual reports to come forward to the Executive Committee for information. Rather, the President would brief the Committee on their highlights as part of his regular reports.

**9. Reports for Information**

Members received the following reports for information.

- (a) Report Number 156 of the Academic Board (April 24, 2008)
- (b) Report Number 146 of the University Affairs Board (March 25, 2008)

**10. Date of the Next Meeting**

Members were reminded that the next regular meeting of the Executive Committee was scheduled for Monday, June 16, 2008 at 5:00 p.m.

**11. Other Business**

There was no other business.

On motion duly moved and seconded,

IT WAS RESOLVED

THAT, pursuant to sections 28 (e) and 33 of *By-Law Number 2*, consideration of item 12 and 13 take place *in camera*, with the Board Chairs, Vice-Presidents, and Special Advisor to the President admitted to facilitate the work of the Committee.

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*In Camera Session*

**12. Board and Committee Assignments, 2008-2009**

On motion duly moved and seconded,

YOUR COMMITTEE ENDORSED AND FORWARDED to the Governing Council for consideration the recommendation

THAT the proposal from the Chair for Board and Committee assignments for 2008-09, dated May 12, 2008 be approved.

On motion duly moved and seconded,

YOUR COMMITTEE APPROVED

THAT, pursuant to Section 38 of *By-Law Number 2*, this recommendation be considered by the Governing Council *in camera*.

**13. Other Business**

The Chair consulted with the Committee on a draft of a memorandum that he intended to distribute to members of the Governing Council regarding Open Meetings and Meeting Disruptions.

The Committee returned to closed session.

The meeting adjourned at 6:15 p.m.

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Secretary  
May 13, 2008

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Chair